

FAUQUIER COUNTY AIRPORT COMMITTEE

MEETING SUMMARY

REGULAR MEETING

Monday, April 26, 2004– 5:30 p.m.

Warrenton-Fauquier Airport Conference Room

1. Call to Order:

The Chairman called the meeting of the Fauquier County Airport Committee to order at 5:50 p.m. on 26 April 2004 in the Warrenton-Fauquier Airport Conference Room, Midland, Virginia. In attendance were:

Committee (Voting) Members:

James W. Van Luven

Center District Representative

Charles M. Medvitz

Scott District Representative

Willis P. Risdon

Citizen at Large

Bob Newman

Airport Tenant/Owner

Dennis Hunsberger

Citizen at Large

Perry Benshoof

Lee District Representative

Arthur Nash

Marshall District Representative

County Staff:

Tony Hooper

Acting Deputy County Administrator

Billy Jenkins

Operations and Support Services

Michael Anderson

Airport Manager

Chrissy Kirby

Executive Assistant, County Administration

Staff:

Ron Gatewood

Midland Development Corporation

George Paris

Campbell and Paris Engineers

Chad Carper

Campbell and Paris Engineers

Absent:

Raymond E. Graham

Fauquier County Board of Supervisors

Cedar Run District

Sparky Lewis

Town of Warrenton

Rick Gerhardt

Cedar Run District Representative

Visitors:

Bob Fenton

Owner/Operator

Kathleen Dillon

Owner/Operator

David Fields

Owner/Operator

Jennifer Holloway

WFCC

Ian Brill

WFCC

2. Introduction of New Committee Member:

Jim Van Luven introduced new committee member, Perry Benshoof. Mr. Benshoof will be representing Lee District.

3. Adoption of the Agenda:

Willis Risdon moved and Dennis Hunsberger seconded a motion to adopt the agenda as presented. The motion was carried unanimously.

4. Citizens' Time:

No one spoke.

5. Adoption of the Minutes:

Willis Risdon moved and Jim Van Luven seconded a motion to adopt the February 23, 2004 meeting minutes. The motion was carried unanimously.

6. Elections of Officers:

Jim Van Luven opened the floor for nominations for Chairman. Dennis Hunsberger nominated Jim Van Luven to continue to be Chairman. Bob Newman seconded the motion, and the nomination passed unanimously.

Mr. Van Luven opened the floor for nominations for Vice-Chairman. Mr. Van Luven nominated Willis Risdon to be Vice-Chairman. Dennis Hunsberger seconded the motion, and the nomination passed unanimously.

7. Update from Finance Subcommittee:

Dennis Hunsberger informed the Committee that the Finance Subcommittee met on April 8, 2004. Mr. Hunsberger indicated that the subcommittee reviewed the FY 05 Budget and the Six-Year capital program. Mr. Hunsberger expressed concern over the long range financial plan related to the expense of the proposed new terminal building.

Tony Hooper presented the Six-Year ACIP which was prepared by Campbell and Paris Engineers, which is attached. Mr. Hooper suggested that Committee members review the plan and provide any comments as soon as possible. Mr. Hooper stated that the final ACIP is due no later than June 4, 2004.

Chad Carper, Campbell and Paris Engineers, reviewed the ACIP in detail. The following items were discussed, which are included in the proposed ACIP:

Current Year – 2004-2005

- Phase III – Apron Expansion/Rehabilitation Project
 - Already Funded
 - FAA FY-04
 - DOAV TA Issued August 2003
 - Due to be bid in Fall 2004
 - Completion estimated Spring 2005, pending weather conditions
 - 95% Federal Funding; 4% State Funding; 1% Local Funding
- RPZ Land Acquisition
 - Required for ILS RPZ (Humphrey Parcel)
 - Approximately 20 acres to be acquired
 - Proposal has been forwarded to Fauquier County for review
- Relocating the Rotating Beacon
 - Part of Master Plan Development
 - Move to N/E of Fuel Farm
 - Replace Beacon and build new tower
 - No Federal Funding available
 - 80% State Funding; 20% Local Funding
- Terminal Building/Landside Improvements Study
 - Identify Needs/Concepts/Budgets for New Terminal Program
 - Study to include size, parking, and consideration of State and Local funding
 - 3-4 year process to complete new Terminal building
- Fuel Storage Expansion – Jet “A” Fuel Tank
 - For Jet fuel supply
 - State allows \$125,000 lifetime maximum. Fauquier County already used \$112,000 for existing fuel storage system.
 - \$11,000 remaining State funding
 - Remaining costs for construction will need to be provided by Local funding
 - Tony Hooper indicated that it would be a good resource to possibly include construction of a Jet “A” storage facility in the new FBO RFP
 - Mr. Hooper requested that Mr. Carper and Mr. Paris further investigate the option of adding a Jet “A” storage facility in the RFP
- New 12,000 SF Storage/Maintenance Hangar Site work – Design
 - Building for County to lease
 - Possible site is North of the existing T-Hangars
 - Design work stage only
 - Ron Gatewood posed the question of a Maintenance Hangar larger than 12,000 SF
 - Mr. Carper indicated that a building above 12,000 SF is required to have sprinkler system and water source

- New T-Hangar #3 Site Improvements – Construction
 - Site for County to lease
 - 80% State funding; 20% Local funding
 - Site improvements to begin Fall 2004
- As-Built ALP Update
 - Update to show recent construction
 - 95% Federal funding; 3% State funding; 2% Local funding
- AWOS Construction
 - Part of Master Plan development
 - AWOS is good asset
 - 6-12 months to obtain frequency
 - Completion by Spring 2005
 - No Federal funding available
 - 80% State funding; 20% Local funding

Bob Newman requested that Mr. Carper follow-up to be sure that appropriate conduits and electrical sources are available for the localizer and glide scope.

Questions arose regarding the Federal and State agencies prioritizing projects. Mr. Carper and Mr. Paris both added that the items and localities are rated on a points system. Since Warrenton-Fauquier Airport has an approved Security Plan, we receive an additional 10 points within the rating system.

There was discussion concerning including the ILS project in the Six-Year Plan even though funding is derived from a separate State source.

Year – 2005 – 2006

- Terminal Building/Landside Improvements – Design
 - Assuming 80% Public use
 - Implementation of a study
 - Possible 15,000 SF w/ 200 parking spaces
- New 12,000 SF Storage/Maintenance Hangar Site Work – Construction
 - Building for County to lease
- Land Acquisition – RPZ/East Side
 - Required for future development/improvements
 - 95% Federal funding; 3% State funding; 2% Local funding
- New T-Hangar #4 Site Improvements – Construction
 - Site for County to lease

Year 2006 – 2007

- Terminal Building/Landside Improvements
 - Assuming 80% Public use
- Access Road Relocation
 - Required for future development/improvements
- Land Acquisition – East Side
 - Required for future development/improvements

Year 2007 – 2008

- Terminal Building/Landside Improvements
 - Assuming 80% Public use

8. Update – Airport Manager:

Mike Anderson, Airport Manager, presented his monthly report, which is attached. Mr. Anderson indicated that on Tuesday, April 20, 2004, the runway was shortened to half (1/2) its length. A copy of recent correspondence to Airport tenants is attached regarding runway closure.

Mr. Anderson reported that, thus far, there have been no problems associated with the runway shortening.

Mr. Anderson stated at the present time, he is using Hangar #411 for storage of new grounds maintenance equipment. He will continue to use Hangar #411 until the breezeway has been enclosed, at which time, H-411 will be leased to the next person on the hangar wait list.

Mr. Anderson reviewed recent correspondence from Ron Gatewood, Jr. regarding the condition of the Maintenance hangar. In summary, there are problems with the roof, which has been repaired on numerous occasions, and indications of termites have been seen. Mr. Van Luven requested that Mr. Anderson find out how much it would cost to repair the Maintenance hangar. Discussions took place on how quickly a new Maintenance hangar could be built and ready for use. After brief discussion, it was clear that a new Maintenance hangar would not be constructed until, at least, summer 2006. Billy Jenkins indicated he would have a professional contractor look at the roof of the current Maintenance Hangar and get an estimate of costs to repair the building.

Mr. Anderson recently met with staff from Homeland Security regarding the Airport. Campbell and Paris Engineers have offered to provide the design work for the Security System free of charge. Implementation of the Security System is expected by fall 2004.

Mr. Anderson invited all Committee members to tour the Airport.

9. Update – Campbell and Paris:

Chad Carper indicated that the Runway Improvements should be complete mid-September 2004, weather permitting.

Both the T-Hangar design and AWOS would be bid by August 2004.

10. Update – Tony Hooper:

a. Discussion of Future Meeting Schedule:

Mr. Hooper presented the possibility of the Committee meeting on an every other month schedule. After brief discussion, it was the consensus of the Committee that they continue to meet every month during the Construction and FBO RFP process. The Finance and Operations subcommittees will meet on May 20, 2004, and will meet quarterly after that.

b. FBO Lease:

Mr. Hooper and Chuck Medvitz will continue to work on draft RFP. It is their intention to have a draft RFP for Committee review at the next meeting in May 2004. Mr. Medvitz will research to locate other Counties that have recently put together RFPs for FBO services.

c. Emergency Response Plan:

There is a meeting scheduled at the Airport on Wednesday, April 28, 2004, with local fire and rescue stations to discuss the Emergency Response Plan for the Airport. A report of this meeting will be presented at the next Airport Committee meeting in May 2004.

11. Roundtable:

Mr. Van Luven requested an update on the Airport Sewer Project. Mr. Hooper indicated that presently it is too wet to proceed with the Sewer treatment system; however, the weather conditions do not affect the collection system. Mr. Hooper indicated that there are other interested parties in the Sewer Availability.

Mr. Anderson presented a copy of a Public Hearing Advertisement regarding the construction of a storage yard on SW Rodgers property. The case will be heard by the Board of Zoning Appeals next week.

Dave Fields, Owner/Operator, indicated that after discussion with Mr. Anderson, it was concluded that the Airport Open House should take place after Phase 3 construction is completed, which is anticipated mid-2005.

The next meeting of the Airport Committee will be May 24, 2004 @ 5:30 p.m. in the conference room at the Warrenton-Fauquier Airport.

With no further business Willis Risdon moved and Dennis Hunsberger seconded that the meeting be adjourned at 7:45 p.m.